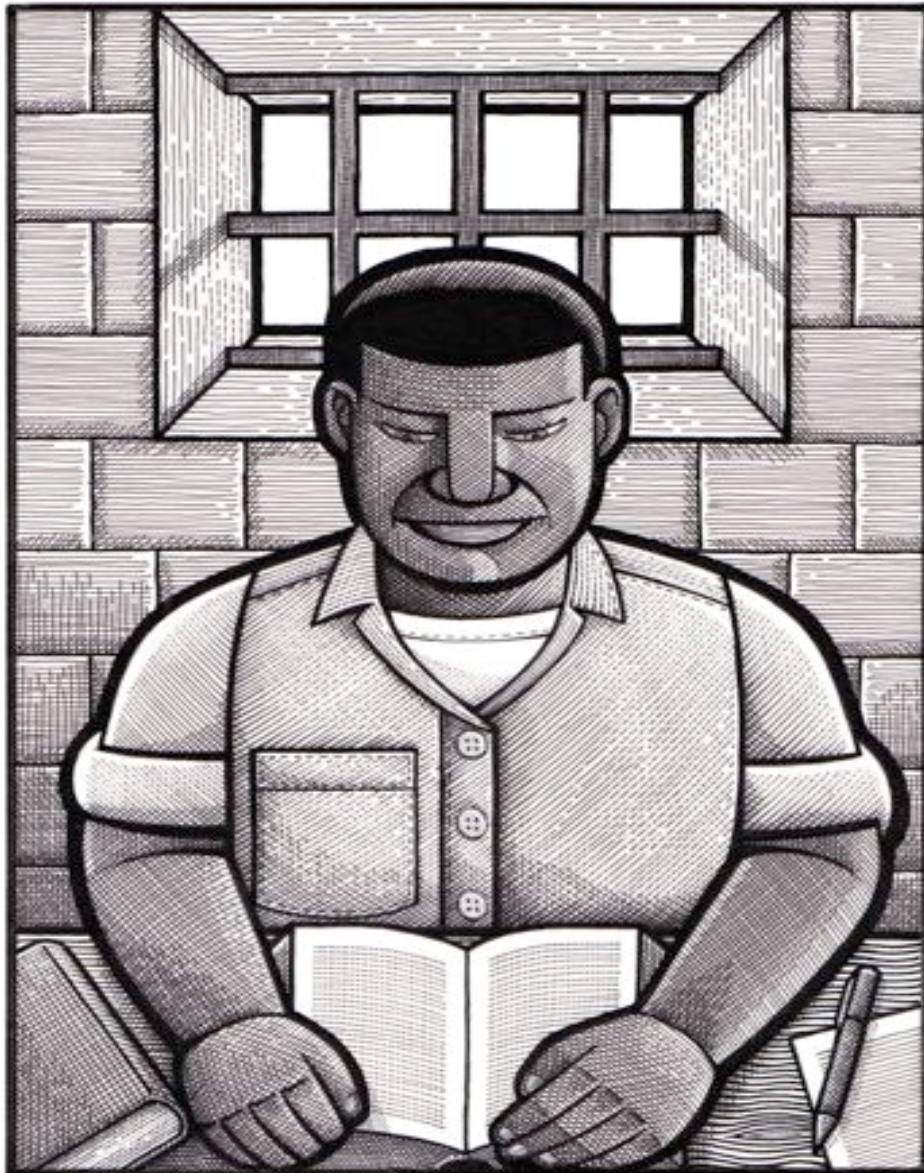


HAVEN DISTRIBUTION

# **HAVEN DISTRIBUTION**



## **2007-2008 ANNUAL REPORT**

HAVEN DISTRIBUTION

Registered Charity No: 1089868

Registered Office  
HAVEN DISTRIBUTION  
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London WC1N 3XX

[www.havendistribution.org.uk](http://www.havendistribution.org.uk)

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PATRON

Benjamin Zephaniah  
[www.benjaminzephaniah.com](http://www.benjaminzephaniah.com)

TRUSTEES

Lee Humphries - Founder & Chair  
Kim Shearer - Secretary  
Dean Plant - Trustee  
Nathalie Griffin - Trustee

BANKERS

CAF BANK LTD  
West Mailing  
Kent ME19 4TA

ACCOUNTANTS

COMMUNITY ACCOUNTANCY SELF-HELP  
1 THORPE CLOSE  
LONDON W10 5XL

## CHAIR'S REPORT

Welcome old friends and new to our annual report for the financial year ending March 2008.

If this is your first time reading about us, here is a bit of background: Haven Distribution believes in the transformational power of education. We believe that prisoners, given a positive educational environment and the tools for change, can work toward their own self-development, assisting in their resettlement upon release.

Since 1996, with the help of several generous donors, we have been providing UK prisoners with the tools for this educational transformation – books: from fiction for personal reading to textbooks and dictionaries to assist learning.

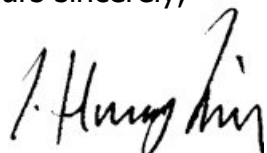
The financial year 2007-2008 was, as always, a busy one. The Trustees made the decision to move the day-to-day operations of Haven to a larger office in Bristol in early summer 2007, which is just as well, as we received a massive donation of business books from the London School of Economics shortly afterwards. This influx of free educational material provided us with an excellent reason to publicise Haven again in *Inside Time*, a newspaper distributed widely throughout the prison estate. This publicity encouraged prisoners in education, who we had not provided with books previously, to apply for educational books, but also encouraged prisoners without the opportunity to undertake formal education to contact us for reading material.

Of course, this contributed to the always-increasing demand for Haven's services. The growth of the prison estate to unprecedented numbers presents a huge challenge to all the charities working with prisoners, and we are no exception. The Trustees decided that it was time for Haven to seek out funding to employ a Project Worker, as it was becoming increasingly difficult to manage the service with volunteer time only. I am very pleased to say that the Tudor Trust worked with us to develop the idea, and we received word, near the beginning of the new financial year, that they would be able to fund our new plans.

I hope that the Annual Report for 2008-2009 will be filled with exciting news about the difference being achieved in prisoners' lives through education and reading, thanks to the generosity of Tudor and our existing funders, the JJ Charitable Trust, and of our loyal individual donors.

As always, we hope to increase the number of educational books going to the women's prisons, while keeping up with the demand of supplying books to the ever-expanding male prison population. We are also faced with the new challenges of the increased cost of books, as well as sourcing reliable suppliers of dictionaries in non-European languages. I am confident that we will rise to these challenges, not only because we have to, but because of the excellent support we receive from so many of you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Lee Humphries', written in a cursive style.

Lee Humphries – Founder & Chair

## **INMATES' & TUTORS COMMENTS**

**Without the goodwill and help of prison tutors and librarians, Haven's services would not work, as we always ask for a signed letter of support, as an extra step to ensure book requests are authentic. The Trustees would like to thank all the tutors, peer support learners and librarians who take time out to help prisoners with their applications.**

**We would also like to thank all the prisoners who spread the word about Haven to their fellow inmates.**

**Here is some of the feedback we have received this year:**

*I congratulate you for your good work you are doing by sending books to prisoners. I can tell you it has helped a lot of people here, it is absolutely amazing. I urge you to continue your good work.*

**Mr K, Verne**

*This book has already helped me during one of the cookery sessions...the end result was perfect, which resulted in getting a very good assessment. Once again I would like to thank you.*

**Mr C, Acklington**

*I have had a brief skip through it (Good Essay Writing) and it looks like it will be very informative; I will make good use of it. I am only two months into my studies but I am fascinated with the coursework – I look forward to years of study with a renewed anticipation and thirst for learning.*

**Mr P, Full Sutton**

*I received the Oxford Dictionary and Thesaurus yesterday. The timing could not have been better, as I have just accepted the post of Classroom Assistant for students doing their levels 1 & 2 Literacy and Mathematics.*

**Mr G, Parkhurst**

*Thank you for (book). It is forming an integral part of my studies for a BSc in Earth Sciences, of which I am in my fourth year. I'm sure you don't need me to tell you how important pastimes such as these are, not only in rehabilitation, but also in giving a sense of purpose to my time in prison (five years).*

**Mr B, Wymott**

*Thank you for the support Haven offers to students in difficult circumstances. When the books arrive, they provide not only a practical resource but a sign of interest and concern that often boosts confidence and determination.*

**Ms H, tutor, The Verne**

*I enclose a thank you note from one man in particular, who had to leave school at the age of eight because his father died. At first, when he arrived in the prison, he said adamantly that he didn't write. He has now progressed from the ESOL department with City and Guilds certificates and is doing a CLAIT course.*

**Ms H, tutor, Liverpool**

## **ETHNICITY, DIVERSITY and the ENGLISH LANGUAGE**

**Almost 60% of the books we send are bilingual dictionaries to prisoners studying literacy or ESOL. The majority of the almost 900 dictionaries we sent this year were English or Spanish, and a significant number were Arabic and Chinese. There has also been a noticeable increase in requests for dictionaries in Vietnamese, as well as in various African languages, though we are often unable to source affordable editions of these dictionaries quickly enough to supply them to the prisoners.**

Arabic – Chinese – Czech – English – Estonian – Farsi – French – German –  
Igbo – Italian – Kurdish – Lithuanian – Polish – Portuguese – Punjabi – Romanian –  
Russian – Serbian – Somali – Spanish – Tamil – Turkish – Urdu –  
Vietnamese – Welsh – Yoruba

## **EDUCATIONAL COURSES**

**We sent almost 1500 books to prisoners in education between 1<sup>st</sup> April 2007 – 31 March 2008 ; these textbooks were requested more often than others:**

Essential Grammar in Use – Maths: The Basic Skills – Practical Cookery – Pass Clait Plus –  
Psychology for AS Level – Hillier's Fundamentals of Motor Vehicle Technology I

**The prevalence of these titles, combined with the sheer bulk of dictionaries provided, paints an interesting picture of the courses undertaken by the majority of the prisoners using Haven's services, confirming the widely used statistics that many adults in the prison system need help improving their literacy and numeracy skills, as well as confirming that many prisoners are intent on using their time in custody to improve their employability upon release by learning practical skills.**

**These are some of the courses that Haven's service users have been following during the past year:**

Access to Higher Education - Accounting – Alcohol, Drug & Solvent Abuse Counselling -  
Anatomy - Animal Care & Management - Arboriculture - Art & Design  
Biology - Business Start-up  
Carpentry & Joinery - Catering – Communications -  
Computer Studies & Programming/CLAiT – Construction - Counselling - Creative Writing -  
Criminal Justice Studies/Criminology  
Economics - Electrical Engineering - Environmental Studies  
Electrical Installation - English Language & Literature - ESOL - Equine Care & Management  
- Exercise & Fitness  
Gym Instruction/Personal Trainer  
Hairdressing - Health & Social Care -History - Horticulture – Humanities  
Journalism - Law & Legal Studies – Learning Support/Peer Support  
Languages: Arabic, Chinese, English, Latin, Spanish, French, German, Welsh  
Literacy & Numeracy  
Mathematics - Motor Mechanics & Vehicle Repair- Music Theory

## HAVEN DISTRIBUTION

Painting & Decorating – Philosophy - Plastering - Plumbing - Politics - Psychology  
Skills for Life - Social Policy - Sociology - Sports Injuries & Nutrition  
Visual Arts – Waste Management

### **Some of the 76 UK prisons that we have sent books to include.....**

Aberdeen - Acklington - Albany – Armley - Ashford - Ashwell - Aylesbury -  
Blantyre House - Blundeston - Bristol – Buckley Hall  
Castle Huntley  
Dartmoor - Doncaster - Dovegate - Downview - Drake Hall – Dumfries - Durham  
Eastwood Park  
Foston Hall - Frankland - Full Sutton  
Garth - Gartree – Glenochil -Grendon  
Haverigg - High Down - Holme House – Hull  
Kingston - Kirkham  
Leeds - Leyhill - Lincoln - Littlehey – Liverpool - Long Lartin - Lowdham Grange  
Mount  
Parc - Parkhurst - Peterhead  
Risley - Rye Hill  
Shepton Mallet – Shotts - Stafford – Stocken – Swaleside - Swansea  
Usk – Verne  
Wakefield – Wandsworth - Wayland - Wealstun - Wellingborough - Whatton - Whitemoor -  
Wolds - Wymott

## **VOLUNTEERS, GRANTS and DONATIONS**

**The trustees would like to express their sincerest thanks to the following charitable trust & to our friends and colleagues who donate money, books and their time. Without their support we would not have been able to provide the large number of books that we have sent into prisons over the past year.**

AK Distribution UK  
C Dayes  
S Dyer  
J Freer  
J Gallon  
L Holvey  
JJ Charitable Trust  
King Edward VI School  
London School of Economics Library  
E Long  
S Millett  
T Rawlings  
K Shearer  
Whitaker Charitable Trust  
Workers' Beer Company

## FINANCIAL INFORMATION

**As is clear from our financial information below, Haven is very much dependent on donations from individuals and we would like to thank our loyal supporters for continuing to donate money when they can.**

**Because of not having to pay any rent between July 2007 and July 2008, and having only volunteer staff until July 2008, Haven has managed to keep its running costs to a minimum.**

**Please contact us if you would like a copy of our detailed annual accounts, reviewed by Community Accountancy Self-Help (CASH).**

**Balance Carried Forward      £14,685**

### **Receipts**

Grants	£ 5,000
Donations	£ 6,207
Bank interest	£ 693
Other income	<u>£ 301</u>
<b>TOTAL</b>	<b>£12,201</b>

### **Payments**

Publications	£ 12,021
Postage	£ 5,605
Other	<u>£ 1,847</u>
<b>TOTAL</b>	<b>£19,473</b>

**Balance at end of year:      £ 7,413**

## YOU CAN HELP

There are a variety of ways you can help us, but the best way is to set up a regular standing order: This provides a constant flow of cash throughout the year, and gives us a better picture of how many books we will be able to buy. Haven only purchases books specifically requested from prisoners for their education, so you can be sure that your money is being spent where it is needed.

Please complete and return the standing order form on the reverse of this page – even the smallest of regular contributions is essential to our continued work.

It is also possible to make one-off donations through the Charities Aid Foundation link on our website.

If you would like to help in other ways, please contact us:

Website      [www.havendistribution.org.uk/donating.htm](http://www.havendistribution.org.uk/donating.htm)

Email      [info@havendistribution.org.uk](mailto:info@havendistribution.org.uk)

Post      Haven Distribution, 27 Old Gloucester Street, London WC1N 3XX

**THANK YOU!**





**STANDING ORDER**

Title:

Forenames:

Surname:

Address:

Post code:

Telephone:

Email:

To the manager

bank or building society name:

Bank address:

Post code:

Account number:

Sort code:

**Please pay on the \_\_\_\_\_ day of \_\_\_\_\_ (month) the sum of £\_\_\_\_\_ and  
monthly/quarterly/annually (please delete as appropriate) until further notice  
to:**

**CAF Bank Ltd, West Malling, Kent, ME19 4TA**

**Account name: Haven Distribution**

**Sort code: 40-52-40**

**Account: 00010294**

**Please sign this declaration if you would like Haven to reclaim tax on your  
donation:**

Gift Aid Declaration

I wish Haven Distribution to reclaim tax on all my donations from 06 April 2000

Signature:

Date:

*The person who signs this form must be the person making the donation*

Please return this form to Haven Distribution, 27 Old Gloucester St, London, WC1N 3XX